

SDMS Document ID



2006917

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Summary of ATSDR/EPA conference call 8/23/99: [note: Next conference call is scheduled on **8/26/99 from 9:30 to 10:30 MST**, Louise Smart from CDR will facilitate.)

Discussion on 8/23 regarding the Health Team:

ATSDR uses the Health Team (HT) as a mechanism for conducting their activities regarding their work on the site. For EPA it is important that Health Team activities are shared with the Working Group (WG) and that Working Group members are included in Health Team meetings/conference calls. Interim decisions and commitments, as a result of this conference call, include:

- ☐ The HT is an informal group and will continue to meet outside WG meeting times, as needed
- ☐ All WG members (except ASARCO) are included in the HT; ASARCO (Joyce Tsuji) will be included when members of the HT deliberate on technical issues
- ☐ The time and agenda for upcoming HT meetings will be announced at the prior WG meeting. For all ad hoc HT meetings.... All WG members (except ASARCO) will be notified by e-mail, by ATSDR, of all HT conference calls and meetings
- ☐ Each HT meeting will be summarized at the following WG meeting
- ☐ The EPA point person to be notified by ATSDR will be Bonnie, who will encourage the appropriate EPA staff person to participate in the HT meeting or conference call

The topics for the 8/26 conference call are

1. **when and how ATSDR will solicit comment and input from EPA and**
2. **what ATSDR work will be put in written draft (which might include discussion papers, process notes?) prior to interim decisions being made**

It is critical to EPA that ATSDR's process/work be open and available to EPA for input prior to final decisions being put out in draft. EPA also believes that written communications assure that all WG members get the same information at the same time (lessening the possibility of confusion or misperceptions, encouraging consistency of process).

ATSDR has concerns about putting out formal documents for review, especially when other divisions of the agency may be involved. David would prefer to have informal exchanges between ATSDR and EPA, though he is willing to make notes of those exchanges, as discussion documents. David is committed to submitting drafts for comments before a final decision is made, but NOT to

exchanging notes on the decision making process, the mechanisms he is using for making decisions.

Both agencies agree to consider each others' interests regarding these topics between 8/23 and 8/26—and will try to come up with a jointly acceptable protocol on 8/26.